

Self-flying – Privately owned or privately hired aircraft

- Policy Number:** D1 (QH-POL-225)
- Publication date:** June 2020
- Purpose:** To ensure no approvals are granted to requests by employees to self-fly for official purposes.
- Application:** This policy applies to all Queensland Health employees.
- Delegation:** The 'delegate' is as listed in the relevant Department of Health Human Resource (HR) Delegations Manual, or Hospital and Health Services Human Resource (HR) Delegations Manual, as amended from time to time.

Legislative or other authority:

- PSC (IR) Directive 9/11 Domestic Travelling and Relieving Expenses
- PSC (IR) Directive 10/11 International Travelling, Relieving and Living expenses
- Queensland Government 'Air Travel' Policy
- Travelling, Relieving and Living Expenses HR Policy D2 (QH-POL-157)

Policy subject:

1 No approval for self-flying

Queensland Health does not approve of self-flying as a mode of travel for official purposes i.e. when an employee pilots a privately owned or privately hired aircraft to travel between health facilities or towns/cities for official purposes rather than taking a commercial flight.

No approval is to be granted to requests by employees to self-fly.

2 Air travel

All air travel is to be in accordance with the following provisions:

- Travelling, Relieving and Living Expenses HR Policy D2 (QH-POL-157)
- PSC (IR) Directive 9/11 Domestic Travelling and Relieving Expenses
- PSC (IR) Directive 10/11 International Travelling, Relieving and Living expenses

History:

June 2020	<ul style="list-style-type: none"> • Policy: <ul style="list-style-type: none"> – formatted as part of the HR Policy review – application amended as a result of changes outlined in the Hospital and Health Boards (Changes to Prescribed Services) Amendment Regulation 2019.
June 2017	<ul style="list-style-type: none"> • Policy: <ul style="list-style-type: none"> – formatted as part of the HR Policy review – amended to update references and naming conventions – not applicable to Queensland Ambulance Service employees.



June 2014	<ul style="list-style-type: none">• Policy formatted as part of the HR Policy Simplification project.• Policy amended to update references and naming conventions
October 2008	<ul style="list-style-type: none">• Amended to reflect International Travelling, Relieving and Living Expenses HR Policy D2, and• Domestic Travelling and Relieving Expenses HR Policy D3.
April 2008	<ul style="list-style-type: none">• Developed as a result of the HR Policy Consolidation Project.
Previous	<ul style="list-style-type: none">• IRM 2.5-23 Self-Flying – Privately Owned or Privately Hired Aircraft